

MINUTES OF THE REGULAR MEETING
OF THE WESTWOOD BOARD OF HEALTH
HELD OCTOBER 14, 2009

President Beckman called the Meeting to order at 7:30 P.M.

Present: Mrs. Betsy Beckman, Mrs. Donna Bott, ~~Ms.~~ Jane Concato (Alternate #1), Ms. Maria Costello, Ms. Louise Cue, Mrs. Sabrina Johnston, Mr. Lee Tremble.

Excused
Absence: None.

Absent: Mr. Dennis Farrell.

Present: Sharon Bleh-Secretary, Gary Cochran-Registered Environmental Health Specialist

Present: Ingrid Quinn-Council Liaison.

Guests: None.

President Beckman read the "Open Public Meeting Act" as follows:

In compliance with the "Open Public Meeting Act," P.L. 1975, C 231, the annual notice requirements have been satisfied. The meeting dates for the year were published in The Record on January 19, 2009. A copy of the meeting dates are on file with the Borough Clerk and a notice has been posted on the public bulletin board in the Municipal Complex.

SALUTE TO THE FLAG

Mrs. Cue led those present in the salute to the flag.

ACTIVITIES REPORTS

1) SEPTEMBER: HEALTH OFFICER/PUBLIC HEALTH INVESTIGATOR/REGISTRAR/SECRETARIAL

The Board Members reviewed the following Activities Reports for September, 2009 which are on file and available to the public:

Administrative and Supporting Services
Animal Control
Laboratory Services
Vital Records
Monies Received
Environmental Health
Communicable Disease
Maternal and Child Health
Chronic Illness
Health Education
Nursing Supervision
Miscellaneous

A discussion followed

Ms. Costello made a motion that the Activities Reports for September, 2009 be approved; seconded by Ms. Cue.

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

MINUTES

1) MAY 13, 2009 – REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held on May 13, 2009 be approved; seconded by Mrs. Bott

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Concato, Ms. Cue, Mr. Tremble.

Nays: None.

Abstained: Ms. Costello, Mrs. Johnston.

2) JUNE 10, 2009- REGULAR MEETING

The Minutes of the Regular Meeting held on June 10, 2009 were approved with the following changes:

Page 2, Purchase Orders, should read: Bills for May in the amount of \$168.10 were presented to the Board Members(originally; \$16,886.58). Page 3, May Board of Health Vouchers Bergen County Animal Shelter, 2009 Animal Control Services in the amount of \$16,718.48 should be omitted.

Ms. Blehl explained that this was a duplicate bill which had originally been submitted on February 4, 2009 using a different address.

Ms. Costello made a motion that the Minutes of Regular Meeting held on June 10, 2009 be approved; seconded by Mrs. Johnston

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Concato, Ms. Costello, Mrs. Johnston,

Nays: None.

Abstained: Ms. Cue, Mr. Tremble.

3) SEPTEMBER 9, 2009-REGULAR MEETING

Mr. Tremble made a motion that the Minutes of Regular Meeting held on September 9, 2009 be approved; seconded by Mrs. Johnston.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Mrs. Johnston, Mr. Tremble.

Nays: None.

Abstained: Mrs. Concato, Ms. Costello, Ms. Cue.

PURCHASE ORDERS

Bills for September in the amount of \$1,103.50 were presented to the Board Members.

Mr. Tremble made a motion that the following be accepted for payment; seconded by Mrs. Bott.

Roll Call:

Ayes: Mrs. Beckman, Mrs. Bott, Ms. Concato, Ms. Costello,
Ms. Cue, Mrs. Johnston, Mr. Tremble.

Nays: None.

Abstained: None.

SEPTEMBER BOARD OF HEALTH VOUCHERS

Arrow Stationary 313 Broadway Westwood, NJ 07675 Office Supplies	\$439.17
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Lexisnexis Matthew Bender PO Box 7247-0178 Philadelphia, PA 19170 NJ Administrative Code Title 8 Service November 2009- October 2010	264.33
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Treasurer, State of New Jersey Department of Children & Families PO Box 660 Trenton, NJ 08646 3 rd Quarter 2009 Marriage Monies	400.00
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Carried.

OLD BUSINESS

1) H1N1 INFLUENZA

Pres. Beckman and Ms. Blehl attended a H1N1 Influenza meeting with Health Officer Musella, school superintendents and nurses from Hillsdale, Montvale, Old Tappan and Westwood on September 10, 2009 to discuss the following: planning the clinics, informing residents, number of people needed to run clinics, location of clinics and consent forms.

On October 1, 2009 Pres. Beckman and Ms. Blehl attended another H1N1 Influenza meeting with Health Officer Musella, superintendents and nurses from Hillsdale, Montvale, Old Tappan, St. John's, Westwood and Zion Schools to discuss the following: Number of doses needed per town, vaccine shipment dates, number of clinics needed per town, schools will be the best location for clinics, Health Officer will provide building use form so schools will have items available for clinics (tables, chairs etc.), approximately five (5) hours needed per clinic, best way to inform residents, number of people needed to run clinics, recruiting volunteers, location of clinics, security needed and consent forms. Each town will provide Mrs. Musella with dates and times for clinics.

Westwood's clinics will be run in conjunction with the Township of Washington Health Department as two (2) schools are shared by both towns. A lengthy discussion followed regarding; when to expect the vaccine delivery, two (2) clinics will have to be scheduled as the CDC recommends that two doses of vaccine be given 4 or more weeks apart to children under the age of 10 and the school district feels that a Sunday would be the best day to utilize the school for the clinics.

Pres. Beckman explained that tentative dates have been set for the H1N1 Clinics but does not want to release them until we know when the vaccine will be delivered.

The State of New Jersey has set up a H1N1 (live) hotline which is available 7 days per week from 9:00 AM to 5:00 PM @ (66) 321-9571.

2) PANDEMIC INFLUENZA RESPONSE PLAN

Plans to hold the Point of Distribution (POD) at Brookside are still being discussed.

3) 2010 BOARD OF HEALTH BUDGET

2010 Budget must be submitted by November 23, 2009. Pres. Beckman asked Council Liaison Quinn to inquire if the Health Department should include line items in the 2010 budget for equipment such as computers, telephones, etc. The Board of Health recently had to replace one of the telephones within the department and the money was taken from the Board of Health Budget.

The Deputy Registrar's computer is malfunctioning and is the primary computer used to process the death certificates for Becker Funeral Home as well as the surrounding towns. The computer, which is extremely old, would not benefit by repairing, therefore, it should be replaced. The current Pet Licensing Program is an old DOS based program and also needs to be replaced. Replacing the pet licensing program was a 2009 goal.

Through careful cost saving measures by the Board of Health during 2009 any budgetary surplus will be put towards the cost of the computer and pet licensing program.

Pres. Beckman asked the Board to be prepared to discuss the 2010 Board of Health Budget in detail during November's meeting.

NEW BUSINESS

Nothing to report.

EMERGENT MATTERS:

1) NOVEMBER BOARD OF HEALTH MEETING

The Board was reminded that November's Board of Health Meeting will be held on the third Wednesday of the month, November 18 at 7:30 PM.

2) HOME FOR THE HOLIDAYS

Ms. Costello explained that the Home for the Holidays parade will be held on December 5, 2009 starting at 7:00 PM. Ms. Costello explained that marshals were needed this year to keep the crowd at a safe distance from the vehicles in the parade. After discussion Pres. Beckman suggested that each float appoint marshals to keep the spectators at the curb lines. Ms. Costello announced that the next Home for the

Holidays meeting will be held November 23, 2009 at 7:00 PM in the Municipal Complex.

ADJOURNMENT

There being no further business to come before the Board at this time, Ms. Costello made a motion that the meeting be adjourned; seconded by Mrs. Concato

Voice Vote:

Ayes: All present voted in favor.

Nays: None.

Carried.

The meeting adjourned at 8:33 PM

Sharon Blehl
Secretary

The next meeting will be held Wednesday, November 18, 2009 at 7:30 P.M. in the Municipal Complex.

These Minutes were approved at a meeting of the Board of Health of the Borough of Westwood held on the 18th day of November, 2009.